

CITY COMMISSION MINUTES

**JANUARY 11, 2016
WORK SESSION**

The City Commission of the City of Sanford, Florida, met in Work Session on Monday, January 11, 2016, at 4:00 PM, in the Railroad Depot Room, 2nd Floor, City Hall, 300 North Park Avenue, Sanford, Florida.

Present: Mayor Jeff Triplett
Vice Mayor Velma Williams
Commissioner Art Woodruff
Commissioner Randy Jones
City Manager Norton N. Bonaparte, Jr.
City Attorney William L. Colbert
City Clerk Cynthia Porter
Deputy City Clerk Traci Houchin

Absent: Commissioner Patty Mahany

Mayor Triplett called the meeting to order at 4:05 PM.

City Manager Bonaparte introduced Nikki Osburn, the new Executive Assistant to the City Manager.

Several employees from the Public Works Department presented a thank you card to the Mayor and Commission for the holiday pay.

1. Update on Activities of the Utility Department.

Utility Director Paul Moore presented a brief PowerPoint presentation that reviewed the services and responsibilities that the Utility Department provides.

2. Discussion re: Electronic Agenda [Commission Memo 16-011]

City Clerk Cynthia Porter asked the Commission to provide input on the electronic agenda process and the use of tablets. There was a consensus among the

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Commission to move forward using the Novus Agenda software and to purchase two tablets for the Commission to experiment with.

3. Discussion re: Downtown Wi-Fi [Commission Memo 16-010]

IT Manager Chris McDeed asked the Commission for direction on how to proceed with the Downtown Wi-Fi project. Mayor Triplett said outsourcing the project is the way to go, and suggested cost share with the CRA.

4. Citizen request re: CRA Loan Subsidy Agreement and Grant of Lien Hold Interest re: 115 W. First Street [Commission Memo 16- 012]

Mayor Triplett explained that a local business owner is refinancing his business and is asking the Commission to consider allowing his lender to be in first position (this is a similar request to Ordinance No. 4354 that was adopted on October 26, 2015). If approved, the Commission would be allowing the date of application to reflect back to November 1, 2010. City Attorney Colbert offered to draft an Ordinance for first reading on January 25, 2016 if the Commission so chooses. There was a consensus among the Commission to move forward with the draft Ordinance.

5. Discussion re: Management Partners Recommendations: #22, Create a City Manager's Economic Development Advisory Board; #30, Create a Rental Housing Inspection Program; #33, create a Building Preservation Licensing Program.

Mr. Bonaparte asked the Commission for input on establishing a City Manager's Economic Development Advisory Board. There was a consensus among the

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Commission to move forward with the creation of this Board with the assistance of the City Attorney's office. As for items #30 and #33, staff has researched and recommends that the City refrain from implementing these programs. Based on staff recommendation, the Commission concurred.

6. Regular Meeting Items – additional information

- A. Resolution No. 2576, amending the Classification and Pay Plan to reclassify one regular full-time position into two regular part-time positions within the Police Department. [Commission Memo 16-008] (RM 8.C)

This is an action item on tonight's agenda.

- B. Interlocal Agreement between the City and the US 17/92 CRA requesting an amount not to exceed \$1,981,641.82 for the construction of the 17/92 Beautification Project, and the approval of the associated budget amendment Resolution No. 2577. [Commission Memo 16-009] (RM 8.D)

Jeremy Morton with CPH said that the County has approved the new amount that was submitted. This will be an action item on tonight's agenda.

- C. Proposed ranking of firms to provide environmental site assessments involving hazardous and petroleum constituents, reflecting the firm of PPM Consultants, Inc. ranked as number 1; ECT ranked as number 2, and Terracon ranked as number 3; and authorize the City Manager to negotiate

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an award in the order of ranking and to execute all documents as required.

[Commission Memo 16-013] (RM 8.A)

Deputy City Manager Tom George asked the Commission to consider approving the rankings for this project. This will be an action item on tonight's agenda.

7. Briefing Items

- Referendum Election Utility Bill Flyer


Commissioner Woodruff distributed the Referendum Election flyer that he created for the Commission's input and review. There was a consensus among the Commission to move forward with distributing the flyers in the water bills and to use them for advertising and social media purposes as well.

8. City Manager Comments

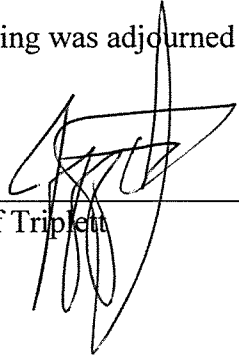
- Staff is moving forward with the Pay and Classification Study.
- New signs were installed identifying Sanford City Hall.
- A Walmart Neighborhood Market will be opening in Lake Mary.

There being no further business, the meeting was adjourned at 5:47 PM.

Attest:



City Clerk
TH



Mayor Jeff Triplett